



Co-Ordinator – College Relations

Job Description: Youth for Seva is seeking a dynamic and motivated individual to join our team as the Coordinator for College Relations. The ideal candidate will be responsible for developing and maintaining strong relationships with colleges and universities, coordinating volunteer activities, and promoting Youth for Seva's mission among college students. This role requires excellent organizational, communication, and interpersonal skills.

Job Responsibilities ::

Relationship Building:

- Establish and maintain relationships with college administrators, faculty, and student organizations.
- Act as the primary liaison between Youth for Seva and colleges/universities.

Program Coordination:

- Develop and implement strategies to engage college students in volunteering activities.
- Organize and oversee college outreach programs, workshops, and events.
- Coordinate volunteer recruitment, training, and placement in various service projects.

Event Management:

- Plan and execute events such as volunteer fairs, orientation sessions, and recognition ceremonies.
- Manage logistics for events, including venue selection, scheduling, and coordination with college representatives.

Monitoring and Evaluation:

- Track and report on the participation and impact of college volunteers.
- Gather feedback from participants and stakeholders to improve program effectiveness.

Collaboration:

- Work closely with other Youth for Seva teams to align college activities with organizational goals.
- Foster a collaborative environment among college volunteers and Youth for Seva staff.

Selection Criteria

Age	25 yrs to 35yrs
Experience	3 to 4 years
Education	Any Degree
Languages needed	Kannada & English (Must)
Salary	Rs.2.54L per Annum to Rs.4.03L per Annum depends on experience.
Commitment	Min. 2 year
Work Timing	9:30 am – 6pm
Skills	<ul style="list-style-type: none">• Candidates must have good verbal communication and written communication in English as well as in Local language.• Computer skills and experience with Microsoft Office, GSuit, email, web, etc



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Other requirements

- Candidates preferably from local city
- Passionate about Social Sector
- Able to work flexible hours
- Good leadership skills with the potential for further development
- Dedication, motivation, drive, ambition, and commitment to the job
- The person should be ready to travel as the work requires 70% field work.
- 2-wheeler/4-wheeler driving with a valid license will be added benefit

If you are interested, please send your resume to recruitments@youthforseva.org with subject line "COLLEGE COORDINATOR"



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